

# SMITHFIELD TOWN COUNCIL AGENDA

August 4<sup>th</sup>, 2015 at 7:30 p.m.

Held at Smithfield Center, 220 N. Church Street



## A. INFORMATIONAL SECTION:

1. Manager's Report
  - a. July Activity Report

## B. UPCOMING MEETINGS AND ACTIVITIES:

- |           |   |                                                                                                                                                                 |
|-----------|---|-----------------------------------------------------------------------------------------------------------------------------------------------------------------|
| August 4  | - | 5:00 p.m. – National Night Out (Main Street Baptist Church)                                                                                                     |
| August 4  | - | 7:30 p.m. – Town Council Meeting                                                                                                                                |
| August 6  | - | 10:00 a.m. – Fair Housing Seminar                                                                                                                               |
| August 11 | - | 6:30 p.m. – Smithfield Planning Commission Meeting                                                                                                              |
| August 18 | - | 6:30 p.m. – Board of Historic and Architectural Review                                                                                                          |
| August 18 | - | 7:30 p.m. – Board of Zoning Appeals                                                                                                                             |
| August 24 | - | 4:00 p.m. – Town Council Committee Meetings (Consecutive)<br>Police Committee<br>Water and Sewer Committee<br>Finance Committee                                 |
| August 25 | - | 4:00 p.m. – Town Council Committee Meetings (Consecutive)<br>Parks and Recreation Committee<br>Public Works Committee<br>Public Buildings and Welfare Committee |

NOTE: All of the above public meetings will be held at the Smithfield Center, unless otherwise noted.

## C. Public Comments:

The public is invited to speak to Council on any matters, except scheduled public hearing(s). There will be a separate sign up sheet for public hearings. For public comments please use the appropriate sign-up sheet and include your preferred method of contact. Comments are limited to five (5) minutes per person. Any required response(s) from the Town will be provided in writing following the meeting.

## D. Council Comments

**NOTICE OF INTENT TO COMPLY WITH THE AMERICANS WITH DISABILITIES ACT.** Reasonable efforts will be made to provide assistance or special arrangements to qualified individuals with disabilities in order to participate in or attend Town Council Meetings. ADA compliant hearing devices are available for use upon request. Please call (757) 356-9939 at least 24 hours prior to the meeting date so that proper arrangements may be made.

**E. Summary of Consent Agenda Items**

- a. Police Committee Chair, Mrs. Denise Tynes
- b. Finance Committee Chair, Mr. Randy Pack
- c. Parks and Recreation Committee Chair, Ms. Connie Chapman
- d. Public Works Committee Chair, Mr. Michael Smith
- e. Public Buildings and Welfare Committee Chair, Dr. Milton Cook

**CONSENT AGENDA ITEMS**

**C1. Motion to Authorize the Town Manager to Purchase Three (3) Budgeted Patrol Vehicles and Equipment to Outfit the Three Vehicles**

Police Committee Chair, Mrs. Denise Tynes

**C2. Motion to Approve the Installation of Additional Street Lights on Main Street**

Police Committee Chair, Mrs. Denise Tynes

**C3. Motion to Reappoint Sergeant Thomas Jones to the Virginia Alcohol Safety Action Program**

Police Committee Chair, Mrs. Denise Tynes

**C4. Resolution Street Closure Request for One Way Traffic on Jericho Road for Bacon Fest, October 3<sup>rd</sup>, 2015 from 9 am to 2 pm** **TAB # 1**

Police Committee Chair, Mrs. Denise Tynes

**C5. Resolution for Street Closure Request for Ruritan Car Show, Saturday, October 10<sup>th</sup>, 2015**

Police Committee Chair, Mrs. Denise Tynes

**TAB # 2**

**C6. Resolution Street Closure/ Traffic Assistance Request for Hog Jog, Saturday, October 10<sup>th</sup>, 2015** **TAB # 3**

Police Committee Chair, Mrs. Denise Tynes

**C7. Invoices Over \$10,000 Requiring Council Authorization**

Finance Committee Chair, Mr. Randy Pack

a.	Sungard – OSSI	\$ 20,923.16
b.	Caldwell Tanks (quarterly Inspections)	\$ 26,181.44
c.	Lewis Construction (Storm Drain Replacement - Main Street)	\$ 14,881.12
d.	Lewis Construction (Sewer Main Repair – Main Street)	\$ 17,753.00
e.	Smithfield Volunteer Fire Dept (pass thru funds from State)	\$ 25,627.00
f.	USbank	\$173,400.00

**C8. Motion to Approve Funding Request from the Friends of the Smithfield Library for Flooring Project**

Finance Committee Chair, Mr. Randy Pack

**C9. Resolution to Authorize Partial Closure of the Windsor Castle Park Trails on October 3<sup>rd</sup> and Fishing Pier Closure Beginning Wednesday, September 30<sup>th</sup> through Saturday, October 3<sup>rd</sup>, 2015** **TAB # 1**

Parks and Recreation Committee Chair, Ms. Connie Chapman

- C10. **Motion to Accept Renewal of Debris Contract with Goodrich and Son's and Smithfield Services**  
Public Works Committee Chair, Mr. Michael Smith
- C11. **Motion to Accept the Low Bid for Budgeted Renovations of Storage Building behind the Smithfield Police Department into a Records Storage Facility**  
Public Buildings and Welfare Committee Chair, Dr. Milton Cook

## **ACTION SECTION**

1. **Motion to Approve the Town Council Meeting Minutes of July 7<sup>th</sup>, 2015**  
Mr. William H. Riddick, III, Town Attorney
2. **New Business:**
3. **Old Business:**
4. **Closed Session**
5. **Meeting Adjourned**

July 31, 2015

**TO: SMITHFIELD TOWN COUNCIL**

**FROM: PETER M. STEPHENSON, AICP, ICMA-CM  
TOWN MANAGER**

**SUBJECT: MONTHLY ACTIVITY REPORT – July 2015**

**TOWN MANAGER'S OFFICE:**

- a. Completed annual staff evaluations. Met individually with the 13 staff members presently under my supervision. Discussed with each thoughts on moving the organization forward.
- b. Met with representatives of the Schoolhouse Museum board along with Judy and Jennifer.
- c. Attended VMRC – RFAB meeting in Newport News, along with Mayor Williams and Jamie Weist, regarding boat grant ramp.
- d. Attended: Pinewood Heights Management Team, Public Works emergency management exercises, HRPDC Board meeting in Chesapeake, SPD staff meeting, and VML Insurance Programs Investment Committee via conference call, and VDOT training in Suffolk.
- e. William Saunders and I also had conference call with HRPDC staff to explore their possible assistance with town Comp. Plan update.
- f. Held scoping / kick off meeting with town staff and Tim Bradshaw with Insercorp on long awaited update of the town website.
- g. Met with Windsor Town Manager on a matter of mutual interest to both towns.
- h. Utilized a total of 7 days of accrued vacation leave and spent time with family.

**TOWN CLERK'S OFFICE:**

- a. Transcribed and proofed the monthly minutes from Town Council, Board of Historic and Architectural Review and the Board of Zoning Appeals
- b. Attended Pinewood Heights Management Team Meeting at the Smithfield Center, July 14<sup>th</sup>.
- c. Met with Peter for performance evaluation, July 17<sup>th</sup>.
- d. Prepared July Town Council Committee Agenda, and August Town Council Agenda
- e. Attended Town Council Committee meetings on July 27<sup>th</sup> and 28<sup>th</sup> and prepared summary reports of the committee.

### **TREASURER'S OFFICE:**

- a. Attended Pinewood Management Team Meeting at the Smithfield Center on July 14.
- b. Met with Peter on July 17 to discuss office evaluations and plans/recommendations for the coming year.
- c. Completed bank reconciliations for June 2015.
- d. Worked on year end close out and began preparations for 2015 annual audit.
- e. Took a vacation day on July 24.
- f. Attended a meeting for Town website redesign in Town Hall on July 29.

### **PUBLIC WORKS:**

- Staff performs the following duties on a monthly basis:  
Miss Utility marking, read meters for billing and to transfer property owners, cut offs and cut-ons, check pump stations daily, install and repair street signs, replace and repair broken water meters, take a minimum of 8 water samples and have them tested, flush water lines, repair water leaks, repair radio or touch pads after each reading if needed, maintenance on town owned buildings.
1. Sewer Line Repairs and Maintenance:
    - a. Repaired sewer lateral at 108 Cary St.
    - b. Changed sewer air release valve in front of Hampton Inn.
    - c. Repaired sewer clean out at 306 Middle St.
    - d. Cleaned 750 ft. of sewer line at manhole on Quail St.
  2. Sewer Pump Station Repairs and Maintenance:
    - a. Weekly and daily checks on all 27 pump stations.
    - b. Performed the following scheduled maintenance at all pump station
      - Cleaning of wet-wells
      - Alarms testing
      - Sump pump cleaning
      - Check Valve cleaning and repair
      - Generator checks / Godwin pump checks
      - Control Panel / Flow monitor checks
      - Fence and Grounds
      - Inspected Structure
      - Inspect and clean pumps
      - Level system check
      - Test limit switches
      - Bar screen cleaning
      - Rain gauge cleaning

- c. Crescent pump station is on bypass pump. Problem in control panel - REW working to correct.
- d. James St. pump station - pump fails may be due to high pressure.
- e. Riverside pump station - pump 1 is bad.
- f. Rising Star pump station - pump 1 is bad.

### 3. Water Line Repairs and Maintenance

- a. Repaired water leak at 198 Azalea Dr.
- b. Repaired water leak at 206 Washington St.

### 4. Well Repairs and Maintenance

- a. All wells except 8A and 10 (at RO Plant) are off now that RO plant is running. Upgrades to well houses have been completed to keep wells in operating condition in case of an emergency. Emergency wells are flushed once a month.

### 5. Water Treatment Plant

- a. Daily lab analysis and reports for VDH, HRSD, DEQ and ITT.
- b. REW replaced faulty pressure switches on Church St. tank and well 8A damaged by lightning.
- c. REW replaced faulty Ethernet switch on RO Plant PLC damaged by lightning.
- d. Operators pulled nitrification samples for HRSD.
- e. Plant staff greased all wells and high service pumps per preventative maintenance schedule.

### 6. Safety

- a. Monthly truck inspections.
- b. All Public Works employees attended Emergency Exercise Training.

### 7. Windsor Castle Park

- a. Cleaned off and repaired walking trails as needed. Trash cans, recycle bins, information stands and doggie bags are emptied, cleaned or refilled as needed on Mondays and Fridays.
- b. A general inspection of the park is conducted weekly to ensure that all park amenities are in good condition and are not in need of maintenance or repair. This inspection includes walking of the trails to inspect all pedestrian bridges, overlooks, and to identify possible problems with the trails. In addition inspections are made to the kayak launch and fishing pier to identify possible maintenance issues.

8. Fog/Backflow Programs

- A. Fog inspections on FSE and monitoring of grease disposal is ongoing with a good level of compliance and cooperation from local businesses.
- B. Backflow test reports are being submitted by residents and business with a good level of cooperation from the public.

9. Miscellaneous

- a. Grounds crews cut grass at town-owned property and rights-of-way weekly and empty trash cans on Monday and Friday.
- b. Minor repairs at Town Hall and Town Buildings.

**PLANNING AND ZONING:**

1. Planning Commission – July 14, 2015

- No meeting held.

2. Rezoning Applications under review

- A. Cary & Main (Pierceville) Subdivision

3. Special Use Permit Applications under review

- A. None

4. Subdivision and Site Plans under review

- A. Cypress Creek, Phase 7 B&C

5. Subdivision and Commercial Sites Under Construction and Inspection

- A. Church Square, Phase I (95% complete)
- B. Smithfield Manor Townhomes (85% complete)
- C. Lakeview Cove Condos (75% complete)

6. Board of Historic & Architectural Review – July 21, 2015

- A. Proposed Sign – 121 N. Church St. – (Non-Contributing) – Jullian & Carolyn Ricks, Church of Destiny, applicants – Approved.
- B. Proposed Window Replacement – 119 N. Church St. – (Contributing) – Robert K. Redlin, applicant - Approved.
- C. Proposed Privacy Fence – 211 Washington St. – (Non-Contributing) – Russell Hill, applicant - Approved.
- D. Proposed Awning Replacement – 215 Main St. – (Non-Contributing) – Jessica Casper, Vintage Potential, applicants - Approved.

7. Board of Zoning Appeals – July 21, 2015

- A. Special Yard Exception - 1202 Wilson Road - Janet Buppert, applicant - Approved.

**ENGINEERING**

- A. Church Square, Phase I, contractor has installed E & S controls as required by the Town and the approved site plans. Homes are under construction as per market demand.
- C. Lakeview Cove is now under new ownership. All E & S controls have been installed previously by the contractor as per the approved site plans and required by the Town.
- D. Blair Brother's Contractor started and completed installation of asphalt patching on Wildwood Circle off of Smithfield Blvd. Contractor cleaned and cleared cross drain and outfall pipes from accumulated sediment in the cul-de-sac area of Carver Ave. Contractor also regraded roadside ditch near 302A Smithfield Blvd. to outfall near Catholic Church.
- E. Erosion & Sedimentation control field inspections were performed and appropriate reports filed on the following active projects: Harvest Fellowship Church, Moody Properties, & Cypress Creek Parkway extension. Also Erosion & Sedimentation control field inspections for single family dwellings were performed at 10 locations throughout the Town and required reports were filed.
- F. Field inspections were held this month involving the Smithfield Lake Dam. It should be noted that the plunge pool area at the outfall of the primary spillway has some damage and may need repair.

- G. Cypress Creek Development; Contractor C. A. Barrs Constr., all work on project has now been completed including the roadway asphalt surface. A walk thru of the project site was held involving the completion of the project. Several minor deficiencies were found and noted with the contractor. These deficiencies have now been completed and the project is now under its one year warranty period.

July 31, 2015

TO: SMITHFIELD TOWN COUNCIL

FROM: PETER M. STEPHENSON, AICP, ICMA-CM  
TOWN MANAGER

SUBJECT: INFORMATIONAL REPORT FOR THE POLICE COMMITTEE MEETING  
HELD ON MONDAY, JULY 27<sup>TH</sup>, 2015

The Police Committee met Monday, July 27<sup>th</sup>, 2015 at 4:00 p.m. at the Smithfield Center located at 220 North Church Street, Smithfield Virginia. Committee member attending was Mrs. Denise Tynes, Chair. Other Council members present were Mr. Randy Pack, Mr. Michael G. Smith, Dr. Milton Cook, and T. Carter Williams, Mayor. Staff members present were Mr. Peter M. Stephenson, Town Manager; Ms. Lesley G. King, Town Clerk; Ms. Ellen Minga, Town Treasurer; Mr. Steven G. Bowman, Smithfield Police Chief; Mr. Alonzo Howell, Deputy Chief of Police; Ms. Amy Musick, Smithfield Center Director; Mr. Wayne Griffin, Town Engineer; and Mr. William Riddick, Town Attorney. Also in attendance was Mr. Dick Grice. The media was represented by Ms. Abby Proch of The Smithfield Times.

Police Committee Chair, Denise Tynes called the meeting to order.

**A. MATTERS DISCUSSED BY COMMITTEE WHICH WILL BE ON THE COUNCIL'S AGENDA.**

1. Authorization to Purchase Three Budgeted Police Vehicles and Equipment – Mrs. Tynes stated that the three police vehicles were budgeted and unless someone has a question we will move this item to Town Council for approval. Chief Bowman thanked Committee for their recommendation of approval to Town Council.

2. Results of Street Light Survey at Main Street Baptist Church – Chief Bowman reported that a street light survey was conducted in the 500 block of Main Street. Recommendations include repairing the street light at Route 10 and Main Street and consider additional lighting in that area to illuminate crosswalk on Route 10. Repair light at the Schoolhouse Museum to aid in illuminating the crosswalk on Main Street. Recommend Church Manor Apartments to repair their inoperable light at their entrance. Recommend that additional light source be installed to the existing telephone poles on Main Street between Main Street Baptist and Church Manor Trail. The Town Manager stated that there would be no charge from Dominion to install lights on the two existing poles; however the monthly cost for the pair will be \$43.59 which is in comparison to other town streetlights. Staff recommends installing the additional lighting. Mayor

Williams expressed concern over Mr. Harrison's letter from Main Street Baptist Church that he was deeply concerned about the safety of our students and residents who walk along Main Street. Mayor Williams asked Chief Bowman if there had been any incidents in that area to give Mr. Harrison a reason to have deep concern over the safety of individuals. Chief Bowman replied that there had not been any safety issues on record. Committee recommends approval of staff's recommendation for additional lighting.

3. Reappointment of Thomas Jones to the Virginia Alcohol Safety Action Program – Chief Bowman stated that this is a requirement by the Virginia Alcohol Safety Action Program that Town Council appoint an individual to serve on this board. The board meets quarterly to work on strategies to better implement highway safety and target drunk drivers. Committee recommends approval of staff's recommendation to reappoint Sergeant Thomas Jones to the Virginia Alcohol Safety Action Program.

4. Street Closure Request for One Way Traffic on Jericho Road for the Bacon Fest on Saturday, October 3<sup>rd</sup>, 2015 – Ms. Musick stated that this is the same as last year with the only change for this event is the weekend it is held. Mrs. Tynes asked if there were any concerns about Jericho Road being closed to one way traffic during Bacon Fest. Committee recommends approval of partial street closure.

5. Street Closure Request for Ruritan Car Show and Annual Hog Jog Race Saturday, October 10<sup>th</sup>, 2015 – Ms. Musick stated that the Annual Hog Jog race is more of a traffic assistance rather than a closure. The 100, 200, and 300 block of Main Street will be closed for the Ruritan Car Show. If the 300 block is not filled by 10:00 am then the 300 block will be reopened. Committee recommends approval of both annual events. Mayor Williams expressed some concern over the number of people these events bring downtown with only one public restroom facility. During special events the town does have staff that checks bathrooms regularly to be sure they are well stocked with supplies. Mrs. Tynes asked Mayor Williams if he was suggesting that port-ta-potties be placed at this event. Mr. Pack asked if the town has anything in place that requires port-ta-potties be provided by the one hosting the event. Ms. Musick stated that they did not. Discussion was held on the cost of renting a port-ta-potty. Mr. Smith stated that including delivery fee and pickup fee it would be around \$200. Ms. Musick stated that this is a town sponsored event and if the town would like for her to add port-ta-potties she would do that but it would be paid for by the town. Ms. Musick stated that Tourism also has restrooms that are open to the public. The Town Manager stated that within the last month staff has started using the counter that was installed at the public restroom to get a count on the number of individuals using the public restroom located in the 200 block of Main Street. Ms. Musick asked if committee wants her to rent a couple of port-ta-potties for Town and Country Days on October 10<sup>th</sup>, 2015. Committee agreed with renting a couple of port-ta-potties.

**B. MATTERS DISCUSSED BY COMMITTEE WHICH WILL NOT BE ON THE COUNCIL'S AGENDA.**

1. Operational Updates – Chief Bowman reported that the Police Department is gearing up for the upcoming National Night Out to be held on August 7<sup>th</sup>, 2015 at Main Street Baptist Church. He reminded Town Council that as a bonus those that attend the event will be allowed to wear shorts and t-shirts to the Town Council meeting that evening due to not having time to go home to change clothes. Chief Bowman also reported that during patrol this weekend they received a call from the Lane Crescent neighborhood where two individuals observed another individual burglarize an unlocked vehicle. He stated that the Police Department have been watching this individual for some time now and was happy to make this arrest. Chief Bowman reported that in the last two weeks they have made several distribution of Heroin arrests. He stated that this is the first time since he has been here that the Police Department has had a possession with attempt to distribute Heroin arrest. They are hopeful that the courts will take this arrest and utilization of this drug in the Town of Smithfield very seriously.

The meeting adjourned at 4:20 p.m.

July 31, 2015

TO: SMITHFIELD TOWN COUNCIL

FROM: PETER M. STEPHENSON, AICP, ICMA-CM  
TOWN MANAGER

SUBJECT: INFORMATIONAL REPORT FOR THE WATER & SEWER COMMITTEE  
MEETING HELD ON MONDAY, JULY 27<sup>TH</sup>, 2015

The Water & Sewer Committee held a meeting on Monday, July 27<sup>th</sup>, 2015 at 4:20 p.m. at the Smithfield Center located at 220 North Church Street, Smithfield Virginia. Committee member attending was Mr. Michael G. Smith. Other Council members present were Mr. Randy Pack, Dr. Milton Cook, and T. Carter Williams, Mayor. Staff members present were Mr. Peter M. Stephenson, Town Manager; Ms. Lesley G. King, Town Clerk; Ms. Ellen Minga, Town Treasurer; Mr. Wayne Griffin, Town Engineer; and Mr. William H. Riddick, III, Town Attorney. Also in attendance was Mr. Dick Grice. The media was represented by Ms. Abby Proch of The Smithfield Times.

Water and Sewer Committee Member, Mr. Michael Smith called the meeting to order.

**A. MATTERS DISCUSSED BY COMMITTEE WHICH WILL NOT BE ON THE COUNCIL'S AGENDA**

1. Operational Updates – The Town Manager reported that Tri-State Utilities will be back one more evening before the end of August to do some more work between Mason Street and the manhole in front of the bakery on Main Street. Notice will be given to all residents and businesses in that area prior to work being done. The Town Manager also reported that he did get a scope of work for the RO Treatment Plant bench scale testing on how to reduce the phosphate for discharge alternatives. Avista who has been offering for the Town of Smithfield to be the beta site for this testing to take place and then to install the equipment to see how it works by putting in a miniature phosphate treatment system within the plant. Mr. Jamie Weist of Kimley Horn Associates stated that right now the town is looking at about a four month timeframe for Avista to do this work and get results. The good news is that this work will not cost the town anything. Avista realizes this is an opportunity because most every sewer treatment plant has to find ways to reduce phosphate. The town is happy to be the beta site for the testing and will have to be patient as it is going to take a little bit of time. The Town Manager stated that next

month staff will have cost estimates for cleaning system upgrades and the removal of the third stage at the RO treatment plant. He stated that staff has also met with Draper Aden in regards to where the town stands in regards to the Sanitary Sewer Consent Order. What are the priorities for this fiscal year? This information will come back to committee in the next few months. Mayor Williams stated that the town's Sewer Agreement with Isle of Wight County expired on March 24<sup>th</sup> and the town's Water Agreement expires on August 19<sup>th</sup>. The Town Manager stated that he wrote a letter approximately a month and a half ago to the County Administrator stating that the town would like to extend each of these agreements for another five year period. At this time the town has not received any response from the county. Committee directed the Town Manager to write a second letter to the County Administrator and copy all of the Board of Supervisors to schedule a meeting to discuss both utility agreements. The Town Manager stated that he will follow-up on request as the first letter was only sent to the County Administrator based on the discussion that was held at the last Intergovernmental Relations Committee. Mr. Smith asked when the work was scheduled to begin on the Well Nest. The Town Manager explained that the state has approved all of the specifications for Smithfield Foods to put it out to bid. A pre-bid meeting has been scheduled for the first of August. The Town Attorney stated that Smithfield Foods has a lawyer in Richmond and he is supposed be contacting him because the town's consultants say that there are certain things that need to be included in the agreement between us and DEQ. Once the well nest is installed and they take possession they are responsible for all the maintenance. Mr. Pack expressed concern that he has noticed a lot of people fishing at this location and wanted to confirm that once the construction of the well nest is complete people will be able to resume fishing at that location. The Town Manager stated that was correct.

The meeting adjourned at 4:32 p.m.

July 31, 2015

TO: SMITHFIELD TOWN COUNCIL

FROM: PETER M. STEPHENSON, AICP, ICMA-CM  
TOWN MANAGER

SUBJECT: INFORMATIONAL REPORT FOR THE FINANCE COMMITTEE MEETING  
HELD ON MONDAY, JULY 27<sup>TH</sup>, 2015

The Finance Committee held a meeting on Monday, July 27<sup>th</sup>, 2015 at 4:32 p.m. at the Smithfield Center located at 220 North Church Street, Smithfield Virginia. Committee members attending were: Mr. Randy Pack, Chair; and Dr. Milton Cook. Other Council members present were Mr. Michael G. Smith, and T. Carter Williams, Mayor. Staff members present were Mr. Peter M. Stephenson, Town Manager; Ms. Lesley G. King, Town Clerk; Ms. Ellen Minga, Town Treasurer; Mr. Wayne Griffin, Town Engineer; and Mr. William Riddick, Town Attorney. Also in attendance was Mr. Dick Grice. The media was represented by Ms. Abby Proch of The Smithfield Times.

Committee Chair, Mr. Randy Pack called the meeting to order.

**A. MATTERS DISCUSSED BY COMMITTEE WHICH WILL BE ON THE COUNCIL AGENDA**

1. Invoices Over \$10,000 Requiring Council's Authorization:

a. Sungard - OSSI \$ 20,923.16

This invoice is for the annual cost of records management software used by the Police Departments. Committee recommends approval of invoice.

b. Caldwell Tanks \$ 26,181.44

This is the town's quarterly invoice for maintenance on the town's water tanks. Committee recommended approval of invoice.

c. Lewis Construction of Virginia \$ 14,881.12

This invoice is for storm drain replacement along Main Street. Work has been completed and staff is satisfied. Committee recommends payment of invoice.

d. Smithfield Volunteer Fire Department \$ 25,627.00

This invoice is for state pass through funds for the Smithfield Volunteer Fire Department. Committee recommends approval of invoice.

e. USbank \$173,400.00

Ms. Minga explained that this amount is the non-callable amount on the bonds that the town recently refinanced. This amount was included in the refinance and that is why the town had escrow put aside. This money was budgeted. Committee recommends approval of payment.

f. Lewis Construction of Virginia \$17,753.00

This invoice is for sewer main repairs on Main Street. This work has been completed and staff recommends approval of invoice. Committee will forward to Town Council for consideration.

2. Funding Request From Friends of the Smithfield Library for Flooring Project – Mr. Pack stated that each year the town budgets funds for the Friends of the Smithfield Library. Once a project has been identified the Friends of the Smithfield Library submit a request to the town for funding to be disbursed from these budgeted funds. At this time they would like funds to assist them with their flooring project in the amount of \$3,051.60. Committee recommends approval of their request.

**B. MATTERS DISCUSSED BY COMMITTEE WHICH WILL NOT BE ON THE COUNCIL’S AGENDA.**

1. June Cash Balances – Ms. Minga mentioned that the June Financial Statements were too incomplete to include in this month’s packet due to year end transactions. She also reported that cash balances remain very strong. The town is starting to have a little bit in the Water Capital Escrow, Water Development Escrow, Sewer Development, and Sewer Capital due to some development. Included in the packet were two VML VACo Investment Pool statements. One is their monthly reporting and the second is their entire fiscal year. Ms. Minga stated that nothing has been extracted from the Museum account at this time. She explained that she is waiting for year end to get the totals on what was spent. There will be a detailed breakdown on the museums account next month. Water = \$437,072.34; Water Debt Service = \$1,092,340.81; Water Capital Escrow Availability Fees = \$409,700.10; Water Treatment Plant Escrow = \$111,818.91; Water Deposit Account = \$115,558.53; Water Development Escrow = \$98,061.36; **Subtotal Water = \$2,264,552.05.** Sewer = \$(32,183.27); Sewer Development Escrow = \$355,062.87; Sewer Capital Escrow Availability Fees = \$834,463.51; Sewer Compliance = \$1,098,290.09; **Subtotal Sewer = \$2,255,633.20.** **Highway = (\$47,654.39).** General Fund = \$3,927,252.20; Payroll = \$316,895.79; Money Market General Fund Town Bank = \$2,189.15; Business Super NOW-General Fund = \$33,146.05; Money Market General Fund Farmers Bank = \$289,979.79; General Fund Capital Escrow = \$214,946.19; Certificate of Deposit = \$526,168.55; Certificate of Deposit Police Dept = \$36,748.30; Special Project Account (Pinewood) = \$19,984.14; Pinewood Heights Escrow = \$42,219.75; SNAP Program = \$2,371.75; Museum Account = \$105,399.88; **Subtotal General Fund = \$5,517,301.54. TOTAL ALL FUNDS = \$9,989,832.40.**

The meeting adjourned 4:40 p.m.

July 31, 2015

TO: SMITHFIELD TOWN COUNCIL

FROM: PETER M. STEPHENSON, AICP, ICMA-CM  
TOWN MANAGER

SUBJECT: INFORMATIONAL REPORT FOR THE PARKS AND RECREATION  
COMMITTEE MEETING HELD ON TUESDAY, JULY 28<sup>TH</sup>, 2015

The Parks and Recreation Committee held a meeting on Tuesday, July 28<sup>th</sup>, 2015 at 4:00 p.m. at the Smithfield Center located at 220 North Church Street, Smithfield Virginia. Committee members attending were: Ms. Connie Chapman, Chair; Mr. Randy Pack, and Mrs. Denise Tynes. Other Council members present were: Mr. Michael G. Smith, Dr. Milton Cook, and Mr. T. Carter Williams, Mayor. Staff members present were Ms. Lesley G. King, Town Clerk; Ms. Amy Musick, Smithfield Center Director; Mr. Wayne Griffin, Town Engineer; Ms. Sonja Eubank, Office Manager of Public Works; and Ms. Meghan Bockelman. Also in attendance were Mr. Rick Bodson of Smithfield 2020; and Mr. Dick Grice. The media was represented by Ms. Abby Proch of The Smithfield Times.

Committee Member, Denise Tynes called the meeting to order.

**A. MATTERS DISCUSSED BY COMMITTEE WHICH WILL BE ON THE COUNCIL'S AGENDA.**

1. Fishing Pier Closure for Bacon Fest at Windsor Castle Park from Wednesday, September 30<sup>th</sup> through Saturday, October 3<sup>rd</sup> and Partial Trail Closure on Saturday, October 3<sup>rd</sup>, 2015 – Ms. Musick reported that this closure is for the 2nd Annual Bacon Fest. The only change is the date. Instead of being held the last week of September it is now being held the first week of October. Ms. Musick stated that she did not include in the application that a portion of the trails at Windsor Castle Park will be closed the day of the event so that the event is contained. Ms. Chapman asked if this event will be the first weekend in October going forward. Ms. Musick replied that was correct. Committee recommends approval of closures.

**B. MATTERS DISCUSSED BY COMMITTEE WHICH WILL NOT BE ON THE COUNCIL'S AGENDA.**

1. Operational Update – Ms. Musick reported that the committee report highlighted some of the big events that have occurred over the last month. The Olden Days Festival

was well attended and went very well. A 5K series that has been done all over Hampton Roads was held here on Saturday, July 18<sup>th</sup>. This event is planned to be held here again next year because they liked our venue, Windsor Castle Park. Tonight is Client Appreciation Night. This event is to thank the Smithfield Center's clients for choosing us as their venue. National Night Out is coming up next Tuesday, August 4<sup>th</sup> at Main Street Baptist Church. There will be a Fair Housing Seminar here at the Smithfield Center on August 6<sup>th</sup>. Ms. Musick reported that kayak rentals are going strong. After paying salaries they have a net of over \$2,000. The Town had their first paddle in corporation with the YMCA summer camp a couple of weeks ago. That went very well with approximately thirty kids. The second paddle will be held this Friday, July 31<sup>st</sup>. The YMCA in exchange will provide the town with a guide to do some early morning paddles in the next couple of months. The James River Association did their first evening paddle on Monday, July 20<sup>th</sup> but as soon as we got all of the boats in the water we cancelled the tour due to pending inclement weather. Ms. Musick stated that she refunded their money because most of the group were out of towners and would not be here to redeem a voucher at a later date. Fortified Fitness has decided to suspend classes as they have not had any participation in spite of having a lot of interest. They may revisit next spring. Ms. Musick reported that the Eco Counter data was included in the committee report.

The meeting adjourned at 4:05 p.m.

July 31, 2015

TO: SMITHFIELD TOWN COUNCIL

FROM: PETER M. STEPHENSON, AICP, ICMA-CM  
TOWN MANAGER

SUBJECT: INFORMATIONAL REPORT FOR THE PUBLIC WORKS COMMITTEE  
MEETING HELD ON TUESDAY, JULY 28<sup>TH</sup>, 2015

The Public Works Committee held a meeting on Tuesday, July 28<sup>th</sup>, 2015 at 4:05 p.m. at the Smithfield Center located at 220 North Church Street, Smithfield Virginia. Committee members attending were: Mr. Michael G. Smith, Chair; Mrs. Denise Tynes, and Dr. Milton Cook. Other Council members present were: Ms. Connie Chapman, Mr. Randy Pack, and Mr. T. Carter Williams, Mayor. Staff members present were: Mr. Peter M. Stephenson, Town Manager; Ms. Lesley G. King, Town Clerk; Mr. William H. Riddick, III, Town Attorney; Mr. Wayne Griffin, Town Engineer; Ms. Sonja Eubank, Office Manager of Public Works; Ms. Meghan Bockelman, Administrative Assistant; Also in attendance were Mr. Rick Bodson of Smithfield 2020; and Mr. Dick Grice. The media was represented by Ms. Abby Proch of The Smithfield Times.

Committee Chair, Mr. Michael G. Smith called the meeting to order.

**A. MATTERS DISCUSSED BY COMMITTEE WHICH WILL BE ON THE COUNCIL'S AGENDA.**

1. Debris Removal Contract Renewal with Goodrich and Son's and Smithfield Services – Mr. Smith reported that each year the town engages the services of a debris removal contractor to help with maintaining the town's BMP ponds and outfall ditches. They are also on standby to assist in emergency situations in the event of severe weather. Staff has been satisfied with the work of both companies and would recommend they be renewed for an additional year. Committee recommends approval to renew debris removal contracts with Goodrich and Son's and Smithfield Services.

**B. MATTERS DISCUSSED BY COMMITTEE WHICH WILL NOT BE ON THE COUNCIL'S AGENDA.**

1. Authorization to Order Two Budgeted Vehicles Under State Contract Pricing - Ms. Eubank reported that one of the vehicles is for the administrative department of Planning Engineering and Public Works. Mr. Smith noted that it was coming out of Richmond. Ms. Eubank stated that Sheehy Ford is the company that offers state contract pricing. Mrs. Tynes asked if the Planning Department has a vehicle now that they are

replacing this vehicle with. Mrs. Eubank replied that they do not. Dr. Cook asked what the vehicle for the administrative office was going to be used for. Ms. Eubank explained that it would be used for codes compliance, conferences, meetings, and to do backflow inspections. Dr. Cook asked if any of the vehicles that the Police Department's retiring could not be used instead of purchasing a brand new vehicle. Dr. Cook expressed concern on getting a brand new vehicle to drive to conferences. Staff stated that the vehicle would be used for more than just conferences. Mayor Williams asked why the town needs a 4WD Ford Explorer. Is there a vehicle cheaper than a 4WD Ford Explorer that would serve the same purpose? The Town Manager stated that this is what staff had budgeted for but would be happy to look into other options without 4WD. The Town Manager stated that the second vehicle that committee does not have information on would be for a F150 for the Public Works Department. Staff is not able to get a quote for their 2016 F150 until next week. The consensus from committee was to wait until next month when the town has received the state contract pricing for the 2016 F150 before authorizing. Mr. Smith stated that he understand the need for 4WD if staff is going out in conditions where it is needed. Ms. Eubank stated that they did have a couple of times this past winter where they were not able to investigate a resident's complaint because the roads were not safe and they did not have a vehicle that they could drive on the icy roads. Mr. Smith asked if a 4WD vehicle could have been borrowed from another department. The Town Manager stated that the town does have a couple of Public Works trucks that have 4WD. Dr. Cook explained that the state contracting price for a 2016 4WD Ford Explorer is a great price; however he feels that the town does not need a brand new vehicle for what it is going to be used for. Dr. Cook stated that for the few times a year that the town might get snow where a 4WD is needed a Public Works truck that already has 4WD could be used. Mrs. Tynes asked if the vehicle could be used by the entire town administrative staff as well as Town Council members that attend meetings out of town and not just limit it to the Department of Planning, Engineering and Public Works. Mr. Smith stated that the consensus from committee is for staff to look at other options with same seating capacity without 4WD.

2. Recycling Program Update – The Town Manager stated that last month staff brought to committee the new sorting fee required by Butler Paper Recycling to continue to take recyclables to Franklin. Committee had directed staff to look at options moving forward to see if this is the only option for where the town takes its recyclable materials. There is also a question on what materials can be recycled. Staff has done some research on what other municipalities do with their recyclables. At this time the town continues to pick up recycling and pay the sorting fee to Butler Paper Recycling; however the town does not have a long term agreement. If there is something else out there that is more beneficial to the town then the town can move in that direction. The Town Manager stated that in regards to refuse the town is in the process of verifying the list of stops in the refuse contract so that we are getting what we are paying for in terms of the number of stops. Mr. Smith mentioned that The Smithfield Times recently did a great article letting the public know what is recyclable and what is not. Mr. Pack stated that former

councilman John Graham had mentioned that Mr. Butler had once said that he was over the top happy with the town's sorting of recyclables. He suggested that we ask Mr. Butler when that stopped. Dr. Cook stated that he brought that up at the last committee meeting. He stated that he remembers Mr. Butler coming to our committee meeting and saying that the town had the cleanest recycling around so he too would like to know when this change happened. The Town Manager stated that until recently the Town of Smithfield's recycling was being comingled in with Franklin's recycling. At this time Franklin is no longer allowed to take any recycling to Butler Paper Recycling so town staff has asked Butler Paper Recycling to give us updated data on the amount of trash found in our recycling. Mr. Smith stated that he does not know how we can go back and determine when our recycling started having so much trash in it. The Town Manager stated that Mr. Butler had brought it to Mr. Moody's attention back in January; however the town just recently found out about it when Butler Paper Recycling started implementing a sorting fee. Mr. Pack expressed concern over trash trucks being partially filled with trash when they start collecting recycling and that trash ends up at the recycling center. The Town Manager stated that he has asked Mr. Moody about that on several occasions and he has stated that is not what is happening. Ms. Eubank stated that she has talked with several other localities and it is a mix on the types of recycling other localities do. Some say it is a real challenge to market recyclables three and up. Butler Paper Recycling and TFC only take number one and two recyclables. She explained that there is a facility in the West Point/Richmond area called County Waste that she is trying to schedule a tour of their facility. She asked if anyone was interested in going to please let her know. James City County and Williamsburg take one through seven recyclables so she is checking on their process for handling recyclables. There is also a facility in Portsmouth that takes one through seven recyclables. Bottomline, the town may have some other options. The Town Attorney stated that staff has to keep in mind that paying the sorting fee may be cheaper than hauling the recyclables to a locality that is further away. Ms. Chapman asked about the labels that were going to go into the lids of the cans explaining what type items can be recycled. Ms. Eubank stated that she has received some quotes on them; however she is waiting to see if the is going to recycle one through seven or just one and two. The Town Manager stated that staff will continue to research the town's options and this item will come back to committee each month for a while to keep committee updated.

The meeting adjourned at 4:29 p.m.

July 31, 2015

TO: SMITHFIELD TOWN COUNCIL

FROM: PETER M. STEPHENSON, AICP, ICMA-CM  
TOWN MANAGER

SUBJECT: INFORMATIONAL REPORT FOR THE PUBLIC BUILDINGS & WELFARE  
COMMITTEE MEETING HELD ON TUESDAY, JULY 28<sup>TH</sup>, 2015

The Public Buildings and Welfare Committee held a meeting on Tuesday, July 28<sup>th</sup>, 2015 at 4:29 p.m. at the Smithfield Center located at 220 North Church Street, Smithfield Virginia. Committee members attending were: Dr. Milton Cook, Chair; Ms. Connie Chapman, and Mr. Michael G. Smith. Other Council members in attendance were Mrs. Denise Tynes, Mr. Randy Pack, and Mr. T. Carter Williams, Mayor. Staff members present were Mr. Peter M. Stephenson, Town Manager; Ms. Lesley G. King, Town Clerk; Mr. William H. Riddick, III, Town Attorney; Mr. Wayne Griffin, Town Engineer; Ms. Sonja Eubanks, Office Manager of Public Works; and Ms. Megan Bockelman, Administrative Assistant. Also in attendance was Mr. Rick Bodson of Smithfield 2020; The media was represented by Ms. Abby Proch of The Smithfield Times.

Committee Chairman, Dr. Milton Cook called the meeting to order.

**A. MATTERS DISCUSSED BY COMMITTEE WHICH WILL BE ON THE COUNCIL'S AGENDA.**

1. Authorization to Accept Low Bid for Budgeted Renovations of Storage Building behind Smithfield Police Department into a Records Storage Facility – The Town Manager stated that the town received four bids for the renovations of the cinder block building behind the Smithfield Police Department that staff is proposing to use for town records and surplus equipment. The bids ranged widely with a lot of interest from contractors. The bids were based on the assessment that Mr. Russell Parrish had performed. Mr. Brian Camden of the Alpha Corporation had also reviewed the assessment and agreed that these were the minimal things that needed to be done to make the building usable. The Town Manager stated that it will still not be climate controlled, but where we have our records now they are not in climate control. The building will be dehumidified where our current location is not. The convenience of the town's records being located behind our office will allow us more time to work with our records and less time traveling to work or get records that are needed. Dr. Cook asked if anyone had any questions on the low bid of \$41,500 with an original budget of \$46,000. It is 10% under budget. Mayor Williams stated that he had received a quote to demolish the building in

the amount of \$12,000.00. Committee recommends approval of renovations to the building behind the Smithfield Police Department for storage of town records and surplus property.

**B. MATTERS DISCUSSED BY COMMITTEE WHICH WILL NOT BE ON THE COUNCIL'S AGENDA.**

1. Pinewood Heights Relocation Project Update – The Town Manager stated that Mr. Dodson's report was included in the packet and a Management Team meeting was held a couple of weeks ago. The Town Attorney stated that he is having a terrible time with 52 Carver Avenue. There are two unreleased liens on the property. One is with Bank United which does not exist anymore and the other is with Conseco and they do not exist anymore. The Town Attorney stated that he files suits to release liens all the time but with evidence that the liens have been paid. In this case he does not have any evidence that the liens have been paid. He stated that he is reaching out to a lawyer in Newport News that has recently had the same type of case with the hope to come up with a solution for 52 Carver Avenue. The courts will not release a lien unless there is some sort of evidence that it has been paid off. If you cannot produce evidence then you have a mess. The solution would be to wait the time period; However the town cannot wait that long. Dr. Cook asked how long that is. The Town Attorney replied that it is twenty years after the maturity date. He stated that most likely these liens are paid off because if they weren't someone would be trying to foreclose on the property. The Town Attorney stated that he will continue to work on a solution for 52 Carver Avenue. The Town Manager stated that we continue to wait on properties that are ready to be demolished. He also stated that the town continues to wait to hear from the state on whether we will be awarded any funds to move forward with Phase III. The Town Manager stated that the town will likely need to request an extension for Phase II while we work through this issue with 52 Carver. The Town Attorney asked if 52 Carver could be rolled over to Phase III? The Town Manager stated that he would ask if that is an option for the town. The next Management Team meeting is scheduled for September.

2. Cost Estimates for Mothballing Structures on the Pierceville Property – The Town Manager stated that staff has shared the cost estimates with the rezoning applicant. He stated that the estimate is what staff had expected in terms of cost. Mr. Frazier a historic preservationist, Mr. Camden of Alpha Corporation and the contractor that the town is contracted with to stabilize the Outbuildings at Windsor Castle met onsite to see what condition the structures on the Pierceville property are in. The cost estimate does meet the historic preservation guidelines for mothballing. Mayor Williams asked if the town does this work if a lien would be put on the property to get our money back at some point. Dr. Cook stated that was correct. Mayor Williams asked if the property owner was okay with the town having this work done. The Town Attorney stated that the town

would have to get permission from the property owner. If the owner will not give permission then the town will need to bring legal action against the owner. The Town Manager stated that he and staff had not only met with the rezoning applicant's attorney but also the attorney for the property owner. He stated that he feels that the applicant on the rezoning is ready to address this issue but the action that Town Council takes on the rezoning has not been decided. The applicant is willing to address the repairs for the life of the rezoning application. If that rezoning application is denied or withdrawn then the town would start the demolition by neglect action. The Town Attorney stated that the town has been down this road once before and the owner was completely uncooperative. At that time the owner was also living in the house. The town did not have any authority or jurisdiction to deal with an owner in an unsafe structure. If was turned over to the IOW Building Official because it was more of an issue of someone living in unsafe conditions rather than the demolition of the home due to neglect. If the owner is willing to let the rezoning applicant, the builder or the town go in there and take these step that is one thing but if they are not willing to give permission then the town is back to where we were before. Dr. Cook stated that Town Council needs to decide if we are willing to put \$73,000 of work into a private individual's home with the hope that one day the town might get our money back from the lien. Mayor Williams mentioned that he feels that this historical house needs to be saved because it is part of the Town of Smithfield's history. Mayor Williams suggested waiting and see what happens with the rezoning application then the town will have a better idea of what we need to do. Mr. Pack stated that Planning Commission has to vote on whether to recommend or deny the rezoning application at their September meeting. If the rezoning application is recommended for approval at Planning Commission level then there will be a public hearing at Town Council's October meeting and then the town has one year to make a decision. Mrs. Tynes stated that the younger citizens of the town might not know where this historic house is but the older ones do. This house is part of the town's history and we should do what we can to preserve it. The Town Attorney stated that there are active individuals that are willing to help with restoring the house but the property owner will not allow it. Mr. Pack stated that Town Council needs to look at this as what is the town's responsibility. Do we feel that it is our responsibility to protect what we feel is one of the oldest homes in the community? If so we need to move forward with protecting this property from further deterioration. This will not be an easy process but the longer we wait the house and historic structures will continue to deteriorate. The town asked for cost estimates and it came back in the range that we thought it would be with some possibilities to reduce some of the cost as we move forward. The Town Attorney suggested that the first step should be to send a letter to the property owner's attorney letting him know that Frazier and Associates has done an assessment on the property and this is the minimum of what needs to be done and we request your response on what you are willing and prepared to do. If the property is uncooperative to do anything then the town will move forward with legal action to protect the historic property. The consensus from Town Council was to start the process by reaching out to the property owner to address the minimum repairs needed to preserve these historic structures. Town Council

also needs to be prepared to move forward through legal action if property owner is uncooperative.

Meeting adjourned at 4:58 p.m.

**SMITHFIELD POLICE DEPARTMENT  
MANAGER'S REPORT  
JULY 2015**

**Committees and Projects:**

07/02 National Night Out mtg – Main Street Baptist – Kurt Beach  
07/07 Town Council mtg – Smfd Center – Chief Bowman, Officer Wooley  
07/08 Department Head – Smfd Center – Chief Bowman, Deputy Chief Howell  
07/13 National Night Out mtg – Main Street Baptist – Deputy Chief Howell, Sgt. Meier, Kurt Beach  
07/20 National Night Out mtg – Main Street Baptist – Sgt. Meier, Kurt Beach  
07/21 Crime Line mtg – Smfd Center – Chief Bowman, Deputy Chief Howell, Sgt. Meier, Kurt Beach, Annette Crocker  
07/27 Meeting to place banners for National Night Out – Main Street Baptist – Kurt Beach  
07/27 Police Committee – Center – Chief Bowman, Deputy Chief Howell  
07/28 SART mtg – IoW Courthouse – Officer Anderson  
07/31 National Night Out mtg – Main Street Baptist – Sgt. Meier, Kurt Beach

**Training**

07/07 The Language and Application of Exterior Security Lighting – Culpepper, VA – Officer Seamster, Kurt Beach (8 hrs.)  
07/13 Intox Recert – Virginia Beach – Sgt. Miller (4 hrs.)  
07/14 Intox Recert – Virginia Beach – Sgt. Jones (4 hrs.)

**In-House Training**

07/23 Motorcycle Training – 501 N. Church Street – Lt. Valdez, Sgt. Jones, Sgt. Miller, Officer Phillips (9 hrs.)

**Community Relations**

07/01 Bullying/Cyberbullying – Day Camp, Carrollton Baptist – Kurt Beach  
07/01 Neighborhood Watch mtg – Jersey Park – Officer Wright, Kurt Beach  
07/03 Fireworks – Town - PD  
07/05 Playing basketball with older kids – Jersey Park - Officer Wooley, Officer Powell  
07/09 Updating responsible key holder – Tractor Supply Co. – Officer Seamster  
07/13 Community Faith-Based Training – Soteria Church – Kurt Beach  
07/17 Summer Concert Series – Times Square – Sgt. Miller  
07/15 Bike patrol at Summer Concert Series – Times Square – Officer Seamster  
07/19 Kids Car Wash – Advance Auto – Officer Johnson  
07/21 Playing dodge ball with kids – Jersey Park – Sgt. Jones  
07/22 Talk with kids – Church Manor – Officer Wright

07/22 Playing basketball with children – Smithfield Assembly of God – Officer Powell  
07/28 Kiwanis Fishing – Buckroe Pier, Hampton, VA – Officer Wright, Officer Bancroft, Officer Seamster, Kurt Beach

### **Investigations:**

**Case#:** 2015-00538  
**Location:** 904 S Church St  
**Offense:** Forcible Rape  
**Disposition:** Cleared by Arrest

On 7/3/15 a female victim reported that she had been raped by her husband's friend on 7/1/15. She stated that her and her husband live in North Carolina and had come to Smithfield to pick some of her husband's belongings up. They were staying the night with Christopher Cooper whom is a friend of the victim's husband. The victim went to bed before her husband and Cooper. The husband fell asleep on the couch. After the husband fell asleep, Cooper went upstairs and raped the victim. Cooper confessed to the incident when questioned about it. He was charged with 1 count of forcible rape and 2 counts of forcible sodomy.

**Case#:** 2015-00548  
**Location:** 301 Watson Dr  
**Offense:** Residential Burglary  
**Disposition:** Cleared by Arrest

On 7/6/15 officers responded to Watson Dr for a burglary in progress. The home is a vacant home that is for sale. When officers got on scene there was a vehicle in the driveway. The officers found Christian Schroer inside the home. Schroer was arrested and charged with burglary.

**Case#:** 2015-00363  
**Location:** Food Lion Parking Lot  
**Offense:** PWID Heroin  
**Disposition:** Cleared by Arrest

On 7/24/15 Investigations had PWID Heroin warrants on Angela Peedle and served them on her in the parking lot of Food Lion. When officers got out with her she was speaking to an individual in a car and did a hand to hand drug transaction. She also had \$200 worth of heroin in her vehicle. She was arrested for another count of PWID Heroin and was also charged with Child Neglect because she had her 5 year old with her while selling the heroin.

## **Smithfield/Isle of Wight Tourism Activity Report –JULY 2015**

- Director did not attend BOS meeting 7/16/15. Annual Leave day.
- Director attended Smithfield Town Council Meeting 7/7/15.
- Attended Smithfield 2020 Meeting 7/1/15 and 7/13/15 (for Façade Improvement Grant for Vintage Potential-new awning)
- Attended Historic Saint Luke's Development Committee meeting 7/1/15.  
Attended Historic Saint Luke's Full Board meeting 7/8/15.
- Monthly Tourism staff meeting 7/6/15.
- VA-1 Professional Development Team conference call 7/6/15. Working on putting together the agenda for the upcoming VA-1 State Tourism Conference.
- County Agenda Review meeting 7/6/15.
- VOICES from the Isle Executive Committee meeting 7/7/15.
- County Lunch & Learn Session 7/7/15.
- Met with Town Manager, IOW Museum Director and several board members from the Schoolhouse Museum to discuss status and issues for the museum 7/8/15.
- Attended Smithfield VA Events meeting 7/8/15. Bacon, Bourbon & Beach Music Fest upcoming October 3, 2015. Plans are well along! Radio interview 7/29/15.
- Worked with Dave Schulte, Director of Portsmouth CVB on a VTC FAM Tour for Spring to Portsmouth, Smithfield and Coastal Virginia 7/9/15.
- OLDEN DAYS Debriefing Meeting 7/9/15. GREAT Olden Days!...even though it had to be a bit curtailed due to weather!
- Full IOW Marketing Team meeting 7/14/15.
- Met with Town Manager 7/15/15 for informal annual review.
- IOW County Pre-Application Meeting 7/15/15.

- Coastal Virginia Tourism Alliance Executive Committee meeting 7/15/15.
- Wellness Training 7/21/15.
- Attended Coastal Virginia Magazine's BEST OF Celebration Event 7/23/15.
- Christmas in Smithfield Antique Show and Homes Tour meeting 7/24/15
- Attended VHTA/VTC Tourism Summit in Norfolk 7/28/15.
- Attended Client Appreciation Night at Smithfield Center 7/28/15.
- Met with Tidewater News 7/29/15.
- Attended Town Website kick-off meeting 7/29/15.
- Staff Evaluations Completed 7/30/15.
- Director to have shoulder surgery 7/31/15. Out until 8/12/15.
- Farmer's Markets continue every Saturday in JULY. Voted BEST Farmer's Market GOLD again this year!!!!
- Attended County Staff Meeting 7/20/15.
- Attended Council committee meeting 7/27/15 and 7/28/15.
- Information/Wedding bags delivered: 120
- Tours Hosted: 5 Tours 141 people.
- Attended Smithfield Staff Meeting 7/8/15.
- Tourism Facebook postings throughout month.
- Update website events and *Where the Locals Go* event promotion newsletter weekly. This e-newsletter combines tourist events and the Farmer's Market information.
- Weekly individual meetings with staff to address concerns and review projects.

Upcoming Events: See [www.visitsmithfieldisleofwight.com](http://www.visitsmithfieldisleofwight.com) for more details!

July 2015

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1	2	3	4
			Melissa Off Shelby Off Carpet Cleaning	Melissa Off Shelby Off 1:00 PM - 11:00 PM MHSu 6:00 PM Abbott and Hale Wedding and Reception	Sat Rate Melissa Off Shelby Off 1:00 PM - 11:00 PM MHSu 5:00 PM Artis-Burton Wedding & Reception 5:00 PM - 10:00 PM Town Streets 5:00 PM Smithfield Station Fireworks Assistance 6:00 PM - 10:00 PM Clontz 6:00 PM July 3rd Fireworks	July 4th Melissa Off Shelby Off 12:00 PM - 11:00 PM MHSu 4:30 PM Wiggins and Price Reception
5	6	7	8	9	10	11
Melissa Off Saturday Rate		5:00 PM - 6:30 PM C&D 5:30 PM WCFB Meeting 6:30 PM - 7:30 PM C&D 6:30 PM Town Council Closed Session 7:00 PM - 10:00 PM A&B 7:30 PM Town Council	1:30 PM - 4:00 PM Deck 2:00 PM Staff Meeting		4:00 PM - 5:00 PM Deck 4:00 PM Priddy and Herbert Rehearsal	11:00 AM - 9:00 PM MHSu 3:30 PM Priddy and Herbert Wedding and Reception
12	13	14	15	16	17	18
	Amy Off	Amy Off 3:30 PM - 7:00 PM MH 4:00 PM Pinewood Heights Meeting 6:00 PM - 10:00 PM A&B 6:30 PM Planning Commission	Amy Off Duct Monitor Installation	Amy Off Duct Monitor Installation	Amy Off Duct Monitor Installation	Amy Off Courtney Off 7:00 AM - 2:00 PM Trails 7:00 AM 5K Into the Woods Trail Series 11:00 AM - 11:00 PM MHSu 3:00 PM Hanrahan and Rodriguez Reception

July 2015

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
19	20	21	22	23	24	25
Amy Off Courtney Off	Courtney Off	Courtney Off 8:30 AM - 11:00 AM C&D 9:00 AM Schoolhouse Committee 11:30 AM - 2:00 PM C&D 12:00 PM Crime Line Meeting 6:00 PM - 7:30 PM A&B 6:30 PM BZA 7:30 PM - 9:00 PM A&B 7:30 PM BHA&R	Courtney Off 1:30 PM - 4:00 PM Deck 2:00 PM Staff Meeting	Courtney Off	Courtney Off	Courtney Off 12:00 PM - 12:00 AM MHSu 7:00 PM Williams-Hatfield Reception 1:00 PM - 7:00 PM Riverfront 6:00 PM Williams-Hatfield Wedding
26	27	28	29	30	31	
11:00 AM - 11:00 PM MHSu 4:00 PM Wingfield-Powell Wedding & Reception	3:30 PM - 6:00 PM C&D 4:00 PM Committee Meetings	10:00 AM - 8:00 PM MH 5:30 PM Client Appreciation Night 3:30 PM - 6:00 PM C&D 4:00 PM Committee Meetings	2:00 PM - 10:00 PM MHSu 2:00 PM Brown-Young Setup	2:00 PM - 11:00 PM MHSu 4:00 PM Brown-Young Wedding & Reception	120 black chair covers rented 12:00 PM - 12:00 AM MHSu 5:00 PM Melnczyn-Ware Wedding & Reception	

Smithfield Center - July 2015 - Monthly Report

Booking Date	Building Code	Room Code	Group	Event Name	Group City	How did you hear about us	Pricing Plan	Discount Percent	Venues	Town Services
7/2/2015	Center	MHSu	Abbott and Hale Wedding and Reception	Abbott and Hale Wedding and Reception	Chesapeake	Word of Mouth	A.) Standard-Fri, Sat, Sun	0.00%	\$906.00	
7/3/2015	Center	MHSu	Artis-Burton Wedding & Reception	Artis-Burton Wedding & Reception	Chester	Word of Mouth	A.) Standard-Fri, Sat, Sun	0.00%	\$1,997.29	
7/3/2015	Town Sites	Town Streets	Smithfield Station	Smithfield Station Fireworks Assistance	Smithfield	Word of Mouth	Resident -Weekday	0.00%		\$164.00
7/4/2015	Center	MHSu	Wiggins and Price Reception	Wiggins and Price Reception	Suffolk	Word of Mouth	A.) Standard-Fri, Sat, Sun	0.00%	\$1,850.00	
7/7/2015	Center	A&B	Town of Smithfield	Town Council	Smithfield	Town Event	h.) Town	100.00%		
7/7/2015	Center	C&D	Town of Smithfield	Town Council Closed Session	Smithfield	Town Event	h.) Town	100.00%		
7/7/2015	Center	C&D	Windsor Castle Foundation Board	WCFB Meeting		Town Event	h.) Town	100.00%		
7/11/2015	Center	MHSu	Priddy and Herbert Wedding and Reception	Priddy and Herbert Wedding and Reception	Newport News	Web-Center Website	A.) Standard-Fri, Sat, Sun	0.00%	\$1,800.00	
7/14/2015	Center	A&B	Town of Smithfield	Planning Commission	Smithfield	Town Event	h.) Town	100.00%		
7/14/2015	Center	MH	Town of Smithfield	Pinewood Heights Meeting	Smithfield	Town Event	h.) Town	100.00%		
7/18/2015	Center	MHSu	Hanrahan and Rodriguez Reception	Hanrahan and Rodriguez Reception	Chesapeake	Word of Mouth	Nonresident-Saturday	0.00%	\$1,800.00	
7/18/2015	WCP	Trails	1 Body Fitness	5K Into the Woods Trail Series	Virginia Beach	Word of Mouth	A.) Standard-Fri, Sat, Sun	0.00%	\$75.00	
7/21/2015	Center	A&B	Town of Smithfield	BZA	Smithfield	Town Event	h.) Town	100.00%		
7/21/2015	Center	A&B	Town of Smithfield	BHA&R	Smithfield	Town Event	h.) Town	100.00%		
7/21/2015	Center	C&D	Town of Smithfield	Schoolhouse Committee	Smithfield	Town Event	h.) Town	100.00%		
7/21/2015	Center	C&D	Town of Smithfield	Crime Line Meeting	Smithfield	Town Event	h.) Town	100.00%		
7/25/2015	Center	MHSu	Williams-Hatfield Wedding & Reception	Williams-Hatfield Reception	Carrollton	Word of Mouth	Resident-Saturday	0.00%	\$1,636.00	
7/25/2015	WCP	Riverfront	Williams-Hatfield Wedding & Reception	Williams-Hatfield Wedding	Carrollton	Word of Mouth	Resident-Saturday	10.00%		
7/26/2015	Center	MHSu	Wingfield-Powell Wedding & Reception	Wingfield-Powell Wedding & Reception	Newport News	Web-Center Website	Nonresident-Friday/Sunday	0.00%	\$1,506.91	
7/27/2015	Center	C&D	Town of Smithfield	Committee Meetings	Smithfield	Town Event	h.) Town	100.00%		
7/28/2015	Center	MH	The Smithfield Center	Client Appreciation Night	Smithfield	Town Event	h.) Town	100.00%		
7/29/2015	Center	MHSu	Brown-Young Wedding & Reception	Brown-Young Setup	Suffolk	Word of Mouth	C.) Standard-Weekday	20.00%		
7/30/2015	Center	MHSu	Brown-Young Wedding & Reception	Brown-Young Wedding & Reception	Suffolk	Word of Mouth	C.) Standard-Weekday	0.00%	\$1,393.30	
7/31/2015	Center	MHSu	Meineczyn-Ware Wedding & Reception	Meineczyn-Ware Wedding & Reception	Midlothian	Word of Mouth	A.) Standard-Fri, Sat, Sun	0.00%	\$2,377.36	

Deposit Totals for July 2015

\$17,843.91 - Venue Rental Deposits

\$00.00 - Town Services Deposits

\$15,341.86 \$164.00

## ZONING PERMITS JUNE 2015

PERMIT #	CONSTRUCTION TYPE	PROJECT	ADDRESS	CONTRACTOR/ OWNER
6504	REPLACE DISPENSERS, TANK LIDS, PIPES	7 ELEVEN	1229 BENNS CHURCH BLVD.	SOUTHERN OIL COMPANY VERTICAL CONSTRUCTION MANAGEMENT
6505	SIGN PERMIT	7 ELEVEN	1229 BENNS CHURCH BLVD.	SOUTHERN OIL COMPANY VERTICAL CONSTRUCTION MANAGEMENT
6506	ADDITION AND PATIO	GRIMESLAND	1002 MAGRUDER ROAD	CAMPER MESA CONSTRUCTION
6507	SINGLE FAMILY DWELLING – ATTACHED	CHURCH SQUARE	109 ST. PAULS AVENUE	CHURCH SQUARE LLC ATLANTIC HOMES
6508	SINGLE FAMILY DWELLING – ATTACHED	CHURCH SQUARE	111 ST. PAULS AVENUE	CHURCH SQUARE LLC ATLANTIC HOMES
6509	SHED	GRIMESLAND	1602 WILSON ROAD	WHITE EAST COAST BUILDING
6510	INGROUND POOL	GOOSE HILL	113 GOOSE HILL WAY	ARINELLO DESIGNER POOLS INC.
6511	DETACHED GARAGE	MOONEFIELD ESTATES	300 MOONEFIELD DRIVE	BARONE AUSSIE BUILT CONSTRUCTION
6512	SHED AND FENCE	WELLINGTON ESTATES	102 WELLINGTON CIRCLE	SKINNER
6513	DETACHED GARAGE	WELLINGTON ESTATES	201 GRANDVILLE ARCH	DIGENNARO D & W HOME IMPROVEMENTS
6514	PIER AND BOATHOUSE	MOONEFIELD ESTATES	119 MOONE DRIVE	AUSTIN L AND L MARINE INC.

Bryan D. Stogdale  
Senior Counsel  
Legal



1809 Coyote Drive  
Chester, Virginia 23836

July 22, 2015

**VIA FIRST-CLASS MAIL**

To: Chairmen of Boards of Supervisors  
County Attorneys  
Mayors or City Managers  
Equivalent Officials in Cities, Towns or Counties  
Having Alternate Forms of Government

**RE: Application of Columbia Gas of Virginia, Inc.  
For Authorization to Amend and Extend its  
Conservation and Ratemaking Efficiency  
Plan Pursuant to Virginia Code § 56-602  
Case No. PUE-2015-00072**

Dear Sir or Madam:

Attached is a copy of the July 20, 2015 Order for Notice and Comment ("Order") in the above referenced proceeding before the Virginia State Corporation Commission ("Commission") as required by Ordering Paragraphs (2) and (3) of the Order. Please take notice of its contents.

Thank you for your attention to this matter.

Sincerely,

  
Bryan D. Stogdale

Enclosure

COMMONWEALTH OF VIRGINIA  
STATE CORPORATION COMMISSION

AT RICHMOND, JULY 20, 2015

STATE CORPORATION COMMISSION  
REGULATORY CONTROL CENTER

2015 JUL 20 P 2:42

15073  
0185

APPLICATION OF

COLUMBIA GAS OF VIRGINIA, INC.

CASE NO. PUE-2015-00072

For authorization to amend and extend its  
conservation and ratemaking efficiency plan  
pursuant to Virginia Code § 56-602

ORDER FOR NOTICE AND COMMENT

On July 1, 2015, Columbia Gas of Virginia, Inc. ("CGV" or "Company"), filed with the State Corporation Commission ("Commission") an application ("Application") for authorization to amend and extend its Conservation and Ratemaking Efficiency Plan ("CARE Plan") pursuant to Chapter 25 of Title 56 of the Code of Virginia ("Code").<sup>1</sup> According to the Company, its current CARE Plan includes a portfolio of programs that promote conservation and energy efficiency among CGV's residential and applicable small general service customer classes and a decoupling mechanism that adjusts actual non-gas distribution revenues per customer to the allowed distribution revenues previously approved by the Commission. In its Application, the Company proposes to extend its CARE Plan, along with certain modifications and amendments, for an additional three-year period, through December 31, 2018 ("Amended CARE Plan").

The proposed Amended CARE Plan includes five conservation and energy efficiency programs, with 38 measures. The Company expects to invest \$6.5 million over the three years of the Amended CARE Plan. According to the Company, the proposed Amended CARE Plan is designed to recover the incremental costs associated with its conservation and energy efficiency programs, as incurred, by means of a surcharge mechanism described in Section 12.4 of the

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<sup>1</sup> Section 56-600 *et seq.* of the Code.

Company's General Terms and Conditions. The Company estimates that the average customer will be charged approximately \$8.70 in 2016 through the cost recovery mechanism of the proposed Amended CARE Plan. In its Application, CGV requests authority to implement the cost recovery mechanism effective with the first billing unit for the Company's January 2016 billing cycle. The Company's proposed Amended CARE Plan also includes a performance-based incentive mechanism and a decoupling mechanism.

NOW THE COMMISSION, upon consideration of the matter, is of the opinion and finds that this case should be docketed; the Company should be required to provide public notice of its Application; interested persons should be afforded an opportunity to file comments or request a hearing on the Application; the Staff of the Commission ("Staff") should investigate the Application and file a report ("Staff Report") containing its findings and recommendations; and the Company should be given an opportunity to respond to any comments or requests for hearing, and the Staff Report.

Accordingly, IT IS ORDERED THAT:

- (1) CGV's Application is docketed as Case No. PUE-2015-00072.
- (2) On or before August 20, 2015, CGV shall cause a copy of the following notice to be published as display advertising (not classified) on one (1) occasion in newspapers of general circulation throughout the Company's service territory within the Commonwealth of Virginia:

NOTICE TO THE PUBLIC OF AN APPLICATION BY  
COLUMBIA GAS OF VIRGINIA, INC., TO AMEND AND  
EXTEND ITS NATURAL GAS CONSERVATION AND  
RATEMAKING EFFICIENCY PLAN  
CASE NO. PUE-2015-00072

On July 1, 2015, Columbia Gas of Virginia, Inc. ("CGV" or "Company"), filed with the State Corporation Commission ("Commission") an application ("Application") for authorization to amend and extend its Conservation and Ratemaking Efficiency

Plan ("CARE Plan") pursuant to Chapter 25 of Title 56 of the Code of Virginia. According to the Company, its current CARE Plan includes a portfolio of programs that promote conservation and energy efficiency among CGV's residential and applicable small general service customer classes and a decoupling mechanism that adjusts actual non-gas distribution revenues per customer to the allowed distribution revenues previously approved by the Commission. In its Application, the Company proposes to extend its CARE Plan, along with certain modifications and amendments, for an additional three-year period, through December 31, 2018 ("Amended CARE Plan").

The proposed Amended CARE Plan includes five conservation and energy efficiency programs, with 38 measures. The Company expects to invest \$6.5 million over the three years of the Amended CARE Plan. According to the Company, the proposed Amended CARE Plan is designed to recover the incremental costs associated with its conservation and energy efficiency programs, as incurred, by means of a surcharge mechanism described in Section 12.4 of the Company's General Terms and Conditions. The Company estimates that the average customer will be charged approximately \$8.70 in 2016 through the cost recovery mechanism of the proposed Amended CARE Plan. In its Application, CGV requests authority to implement the cost recovery mechanism effective with the first billing unit for the Company's January 2016 billing cycle. The Company's proposed Amended CARE Plan also includes a performance-based incentive mechanism and a decoupling mechanism.

The details of these and other proposals are set forth in the Company's Application. Interested persons are encouraged to review the Company's Application and supporting testimony and exhibits for the details of these proposals.

The Commission entered an Order for Notice and Comment that, among other things, directed the Company to provide notice to the public and provided interested persons an opportunity to comment on the Company's Application.

A copy of the Company's Application may be obtained at no charge by requesting a copy of the same from the Company's counsel, Bryan D. Stogdale, Senior Counsel, Columbia Gas of Virginia, Inc., 1809 Coyote Drive, Chester, Virginia 23836. The Application and related documents also shall be available for review in the Commission's Document Control Center, Tyler Building, First Floor, 1300 East Main Street, Richmond, Virginia

23219, between the hours of 8:15 a.m. and 5 p.m., Monday through Friday, excluding holidays. Interested persons also may download unofficial copies from the Commission's website: <http://www.scc.virginia.gov/case>.

On or before September 23, 2015, interested persons may file written comments on CGV's Application with Joel H. Peck, Clerk, State Corporation Commission, P.O. Box 2118, Richmond, Virginia 23218. Interested persons desiring to submit comments electronically may do so, on or before September 23, 2015, by following the instructions on the Commission's website: <http://www.scc.virginia.gov/case>. Comments shall refer to Case No. PUE-2015-00072.

On or before August 27, 2015, interested persons may request that the Commission convene a hearing on the Company's Application by filing a request for hearing with the Clerk of the Commission at the address set forth above. Requests for hearing shall refer to Case No. PUE-2015-00072 and include: (i) a precise statement of the filing party's interest in the proceeding; (ii) a statement of the specific action sought to the extent then known; (iii) a statement of the legal basis for such action; and (iv) a precise statement why a hearing should be conducted in this matter.

A copy of any written comments, requests for hearing, and notices of participation shall be sent to counsel for the Company: Bryan D. Stogdale, Senior Counsel, Columbia Gas of Virginia, Inc., 1809 Coyote Drive, Chester, Virginia 23836.

COLUMBIA GAS OF VIRGINIA, INC.

(3) On or before August 20, 2015, CGV shall serve a copy of this Order for Notice and Comment on the chairman of the board of supervisors and county attorney of each county and upon the mayor or manager (or upon equivalent officials) of every city and town in which CGV provides service in the Commonwealth of Virginia. Service shall be made by personal delivery or by first class mail, postage prepaid, to the customary place of business or residence of the person served.

(4) CGV shall promptly make a copy of the Application available to the public, who may obtain a copy of the Application at no charge by requesting a copy of the same in writing from

the Company's counsel, Bryan D. Stogdale, Senior Counsel, Columbia Gas of Virginia, Inc., 1809 Coyote Drive, Chester, Virginia 23836. The Application and related documents also shall be available for interested persons to review in the Commission's Document Control Center, Tyler Building, First Floor, 1300 East Main Street, Richmond, Virginia, between the hours of 8:15 a.m. and 5 p.m., Monday through Friday, excluding holidays. Interested persons also may download unofficial copies from the Commission's website: <http://www.scc.virginia.gov/case>.

(5) On or before August 27, 2015, interested persons may request that the Commission convene a hearing on the Company's Application by filing a request for hearing with the Clerk of the Commission at the address set forth above. Requests for hearing shall refer to Case No. PUE-2015-00072 and include: (i) a precise statement of the filing party's interest in the proceeding; (ii) a statement of the specific action sought to the extent then known; (iii) a statement of the legal basis for such action; and (iv) a precise statement why a hearing should be conducted in this matter.

(6) On or before September 3, 2015, CGV shall file with the Clerk of the Commission any response to requests for hearing filed by interested parties in this proceeding.

(7) On or before September 23, 2015, interested persons may file comments concerning the issues in this case with Joel H. Peck, Clerk, State Corporation Commission, P.O. Box 2118, Richmond, Virginia 23218. Interested persons desiring to submit comments electronically may do so, on or before September 23, 2015, by following the instructions found on the Commission's website: <http://www.scc.virginia.gov/case>. Comments shall refer to Case No. PUE-2015-00072.

(8) On or before September 23, 2015, the Company shall provide the Commission with the proof of notice and service required by Ordering Paragraphs (2) and (3).

(9) The Staff shall investigate the Application. On or before September 30, 2015, the Staff shall file with the Clerk of the Commission an original and fifteen (15) copies of a Staff Report containing its findings and recommendations and shall promptly serve a copy of the same on counsel to the Company and all respondents.

(10) On or before October 7, 2015, CGV may file with the Clerk of the Commission any response to the Staff Report and any comments filed by interested persons in this proceeding.

(11) The Company shall respond to written interrogatories or requests for the production of documents within four (4) business days after the receipt of the same. Except as so modified, discovery shall be in accordance with Part IV of the Commission's Rules of Practice and Procedure.

(12) *This matter is continued generally pending further order of the Commission.*

AN ATTESTED COPY hereof shall be sent by the Clerk of the Commission to:  
Bryan D. Stogdale, Senior Counsel, Columbia Gas of Virginia, Inc., 1809 Coyote Drive, Chester, Virginia 23836; Vishwa B. Link, McGuireWoods LLP, Gateway Plaza, 800 East Canal Street, Richmond, Virginia 23219; and C. Meade Browder, Jr., Senior Assistant Attorney General, Office of the Attorney General, Division of Consumer Counsel, 900 East Main Street, Second Floor, Richmond, Virginia 23219. A copy also shall be delivered to the Commission's Office of General Counsel and Divisions of Utility Accounting and Finance and Energy Regulation.

RESOLUTION  
BACON, BOURBON & BEACH MUSIC FESTIVAL

WHEREAS, Smithfield VA Events has organized a Bacon, Bourbon & Beach Music Festival to be held at Windsor Castle Park on Saturday, October 3, 2015; and,

WHEREAS, the event organizers have requested that Jericho Road and a portion of Cedar Street be limited to one-way traffic on the day of the festival; and,

WHEREAS, the event organizers have further requested that the trails immediately adjacent to the festival area be closed to the public from 9:00 a.m to 5:00 p.m. on Saturday, October 3, 2015 and that the fishing pier be closed to the public from Wednesday, September 30, 2015 through Saturday, October 3, 2015 until the conclusion of the festival.

WHEREAS, the Town Council desires to support and cooperate with the organizers of the Festival by rerouting traffic and closing off certain portions of the Windsor Castle Park in order to allow a safe and convenient environment for the Bacon, Bourbon & Beach Music Festival.

NOW, THEREFORE, BE IT RESOLVED that on Saturday, October 3, 2015 Jericho Road and a portion of Cedar Street shall be limited to one-way traffic; and,

BE IT FURTHER RESOLVED that on Saturday, October 3, 2015 the trails immediately adjacent to the festival area be closed to the public from 9:00 a.m to 5:00 p.m. on Saturday, October 3, 2015; and,

BE IT FURTHER RESOLVED that the fishing pier shall be closed to the public from Wednesday, September 30, 2015 through Saturday, October 3, 2015 until the conclusion of the festival; and,

BE IT FURTHER RESOLVED, that these actions shall be subject to such rules, guidelines and procedures as may be established by the Town Manager and the Chief of Police.

Adopted this 4<sup>th</sup> day of August, 2015.

TOWN COUNCIL OF THE  
TOWN OF SMITHFIELD

By \_\_\_\_\_  
T. Carter Williams, Mayor

ATTEST:

\_\_\_\_\_  
Lesley G. King, Clerk

RESOLUTION

STREET CLOSURE FOR ANTIQUE & CLASSIC CAR SHOW

WHEREAS, the Smithfield Ruritan Club has proposed to hold a antique and classic car show in the Town in connection with Town and Country day; and,

WHEREAS, the event will provide entertainment and recreation to visitors and to the citizens of the Town without working undue hardship on the residents; and,

WHEREAS, the Town Council desires to cooperate with the organizers of the proposed car show by closing off certain of the Town's streets in order to allow a safe and convenient environment for the proposed car show.

NOW, THEREFORE, be it resolved that on Saturday, October 10, 2015 the following portion of Main Street shall be closed from 7:00 a.m. until 3:00 p.m.: Main Street from its intersection with Underwood Lane to its intersection with S. Church Street.

BE IT FURTHER RESOLVED, that said street closure shall be subject to such rules, guidelines and procedures as may be established by the Town Manager and the Chief of Police.

Adopted this 4<sup>th</sup> day of August, 2015.

TOWN COUNCIL OF THE  
TOWN OF SMITHFIELD

By \_\_\_\_\_  
T. Carter Williams, Mayor

ATTEST:

\_\_\_\_\_  
Lesley G. King, Clerk

RESOLUTION

CLOSURE OF STREETS FOR “HOG JOG” RACE

WHEREAS, a committee has formed for the purpose of sponsoring the eleventh annual five kilometer road race known as the “Hog Jog”; and,

WHEREAS, the Hog Jog Committee has requested that all or portions of Commerce Street, Main Street, Cedar Street, South Mason Street, Hill Street, South Church Street, Jericho Road, Underwood Lane, Cary Street, Grace Street, James Street, Washington Street, North Mason Street, Thomas Street and Luter Drive, all as shown on the attached sketch, be closed on Saturday, October 10, 2015 from 8:45 a.m. to 10:45 a.m. to be used as the race course and to permit a safe environment to conduct the race; and,

WHEREAS, these streets will only be closed for the minimum time period necessary for the runners to cover the different sections of the race course; and,

WHEREAS, it appears to the Town Council that this race has been well organized in prior years, will benefit the community; that the request is reasonable and that closing the streets specified above for brief periods during the race will not work an unreasonable hardship on the Town's citizens .

NOW, THEREFORE, be it resolved that on Saturday, October 10, 2015, all or portions of Commerce Street, Main Street, Cedar Street, South Mason Street, Hill Street, South Church Street, Jericho Road, Underwood Lane, Cary Street, Grace Street, James Street, Washington Street, North Mason Street, Thomas Street and Luter Drive, all as shown on the attached sketch, be closed from 8:45 a.m. to 10:45 p.m. to permit a safe environment for conducting a five kilometer road race; and that the closure of these street shall be subject to such rules, guidelines and procedures as may be established by the Town Manager and the Chief of Police.

Adopted this 4<sup>h</sup> day of August, 2015.

TOWN COUNCIL OF THE  
TOWN OF SMITHFIELD

By \_\_\_\_\_  
T. Carter Williams, Mayor

ATTEST:

\_\_\_\_\_  
Clerk